



DEPARTMENT OF THE AIR FORCE
WASHINGTON DC

OFFICE OF THE ASSISTANT SECRETARY

23 APR 2003

MEMORANDUM FOR ALMAJCOM/DRU/FOA

FROM: SAF/AQC
1060 Air Force Pentagon
Washington DC 20330-1060

SUBJECT: APDP Certifying Officials for Industrial and/or Contract Property Management

SAF/AQC is the functional manager for three position categories set out in DoD 5000.52-M: Contracting (including Construction), Purchasing, and Industrial and/or Contract Property Management (IND). Existing delegations of APDP certification authority to the MAJCOMs and to Senior Center Contracting Officials at AFMC Major Center Direct Reporting Units apply to all three categories.

In order to maximize certification uniformity across the Air Force, the following guidelines apply:

- Level III certifying officials must be at least a Colonel or GS-15 equivalent
- Certifying officials should be certified in the same functional specialty and at the same or higher level they are certifying
 - Exception: Certifying officials may certify an IND application if they hold an equivalent or higher certification in Contracting
- Validating experience requirements for certification must be based on individuals having documented coded experience. If there is a lack of explicit coding or questionable validity of experience, records must then be adjudicated. Adjudication (i.e. the interpretation of what constitutes functional experience) of mandatory certification standards must be approved at the MAJCOM level.

Acquisition Professional Development Program managers should address questions regarding this policy to SAF/AQCX, Ms. Dianne Holmes, DSN 425-7052.

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